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DD/S 64-2162

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14 APR 1964

MEMORANDUM FOR: Executive Director-Comptroller

SUBJECT : Master Plan for Headquarters Building Area

REFERENCE : Memo dtd 6 Apr 64 to DD/S fr Ex. Dir.-Compt.,
subj: "Headquarters Building Parking Space"

1. I was very disappointed to receive reference memorandum disapproving the provision of additional parking spaces for our employees which, I believe, will soon be badly needed.

2. It isn't accurate to say that the West Parking Lot was built only a year ago. The need for the West Parking Lot was foreseen before ground was broken for our current building. It was deferred for two reasons. First, we wanted to get a construction contract awarded, and we did not want to hold up the awarding of this contract in order to incorporate this parking lot in our plans and specifications. Second, we were not sure that we had enough money to build this parking lot at that time. The West Parking Lot had been planned for almost as long as the building itself and was completed in the summer of 1962. (You will recall that we only started moving into the building in late 1961 and that our move was not completed until April 1962.)

3. While it is true that the land which we purchased for security reasons could accommodate our proposed printing plant, our preference for a site location is near the power plant on the opposite side of the building. We prefer, however, to defer the decision as to the actual location until we have hired an architect and have had expert outside advice as to the best location. I think that our approach is entirely consistent with your idea of trying to develop in an orderly way, with which I am in accord. I don't think we have done anything or are planning to do anything inconsistent with this concept.

4. In order to develop a master plan, we will first need guidance from the Office of the Director as to the size and composition of the Agency for

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"the next five to ten years." How many people performing what kind of functions will require how much space? Should we plan to accommodate the entire Agency at Langley? If not, how much do we wish to accommodate elsewhere and at what location?

5. When we can answer these questions, I would recommend that we hire a competent firm to develop a plan. The development and approval of such a plan will take time and it will cost money. I think that it would be a great mistake for us to delay the provision of additional parking facilities pending the development and approval of this master plan.

6. Perhaps we have not exhausted the possibility of getting a use permit for more land from the Bureau of Public Roads. However, we know that the Bureau will give up no more unless directed to do so. We had considerable difficulty getting permission to have softball diamonds on their property, and I am sure that they will strongly resist construction of other permanent or semipermanent facilities on their land.

7. I understand also that paragraph 5 of reference memorandum is intended to convey that we should not proceed with the construction of our printing plant until a master plan is developed. I think that this would be a great mistake. There are many advantages to consolidating our printing plant out here: It does not require any new appropriation, and the funds available will some day be lost to us if we do not use them for some such purpose. I am confident that we can locate our printing plant without adversely affecting a long-range plan.

8. I hope that you will give these matters some further consideration, and I would again recommend that we go ahead with the establishment of the printing plant and the development of additional parking facilities. I think that this can be done with care and will not do violence to a master plan.

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L. K. White
Deputy Director
for Support

DD/S:LKW:jrf

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